

MEMORANDUM

D – Operations

10/03/16

K-12 Issues

1. Approval of Bills List - Moved that the Board of Education approves the October 3rd, 2016 bills list of \$80,664.53 and that a copy be attached to the minutes.
2. Approval of Payroll Related Expenses – Moved that the Board of Education approves the September 30th, 2016 Payroll in the total amount of \$813,301.12 Board Share FICA in the total amount of \$17,959.74 and State Share FICA in the total amount of \$41,474.18.
3. Approval of Check Register – Moved that the Board of Education approves the September 27th 2016 check register of \$7,823.55 and that a copy be attached to the minutes.
4. Approval of Disposal of BHS Wood Lathe – Moved that the Board of Education approves the recommendation from Jason Klebez, BHS Principal, of the disposal of a Powermatic Model 90 (ID 2568, Serial # 390196) Wood Lathe due to broken condition.
5. Approval of Disposal of Books – Moved that the Board of Education approves the recommendation from Jason Klebez, BHS Principal, of the disposal of the following books due to one or more of the following criteria: title contains outdated information, title is no longer relevant to the curriculum and/or students’ interest, title is in poor condition that is beyond reasonable preservation efforts.

| Name | ISBN | Number of copies | Year |
|----------------------------------|-------------------|-------------------------|-------------|
| Century 21 Accounting | 978-0-538-44756-0 | 33 | 2009 |
| Intro to Business | 978-0-538-44561-0 | 35 | 2009 |
| Personal Financial Literacy | 978-0-538-44452-1 | 61 | 2008 |
| Glencoe Spanish 2, Buen Viaje | 0-07-829180-1 | 126 | 2003 |
| Glencoe Spanish 1, Buen Viaje | 0-07-828860-6 | 126 | 2003 |
| American Vision | 0-07-860719-1 | 150 | 2005 |
| World History Modern Times | 0-07-860705-1 | 200 | 2005 |

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6. Approval of Employee Travel and Related Expense Reimbursements

WHEREAS, the following employees, are attending the conference, convention, staff training, seminar or workshop as indicated; and

WHEREAS, the attendance at the stated function was previously approved by the Chief School Administrator for the date as indicated on their completed Professional Absence Form, as being work related and within the scope of the work responsibilities of the attendee; and

WHEREAS, the attendance at the function was approved as promoting the delivery of instruction or furthering efficient operation of the school district, and fiscally prudent; be it

RESOLVED, that upon the recommendation of the Business Administrator, the Board of Education approves the recommendation from Michael Neves and finds the travel and related expense particular to attendance at the approved function necessary and/or unavoidable, and that the travel and related expense are justified and therefore reimbursable in accordance with OMB Guidelines, State travel regulations and/or employee contracts.

| Name | Date (s) | Workshop / Conference | Registration Fee Paid by BOE | Mileage/ Tolls / Other |
|-------------------|----------|--|------------------------------|------------------------|
| Balaban, Lane | 11/30/16 | School Safety & Climate Team Training, New Brunswick, NJ | \$0 | Mileage - \$26.60 |
| Brady, Heidi | 11/17/16 | School Safety & Climate Team Training, New Brunswick, NJ | \$0 | Mileage - \$26.35 |
| Boehmer, Robbin | 9/27/16 | County Office, Morristown, NJ | \$0 | Mileage - \$6.45 |
| Boehmer, Robbin | 9/30/16 | Student Activity Funds workshop, Randolph, NJ | \$0 | Mileage - \$8.74 |
| Callahan, Diana | 12/15/16 | School Safety & Climate Team Training, New Brunswick, NJ | \$0 | Mileage - \$26.60 |
| Coleman, Jennifer | 11/17/16 | School Safety & Climate Team Training, New Brunswick, NJ | \$0 | Mileage - \$26.35 |

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| Cornell, Vicki | 10/27/16 | Creative Design Teachers Workshop, Newark, NJ | \$0 | Mileage - \$13.08 |
| Cornell, Vicki | 12/15/16 | School Safety & Climate Team Training, New Brunswick, NJ | \$0 | Mileage - \$26.35 |
| Crithary, Jennifer | 12/5/16 & 12/6/16 | NJGSS Training for Science Teachers, New Brunswick, NJ | \$645 | Mileage - \$50.01 |
| DeHart, Paula | 11/01/16 | Science Curriculum Framework Workshop, Trenton, NJ | \$0 | Mileage - \$47.74 |
| Klebez, Jason | 12/15/16 | School Safety & Climate Team Training, New Brunswick, NJ | \$0 | Mileage - \$26.60 |
| Kovall, Karen | 11/01/16 | Science Curriculum Framework Workshop, Trenton, NJ | \$0 | Mileage - \$47.74 |
| Maier, Christine | 11/17/16 | School Safety & Climate Team Training, New Brunswick, NJ | \$0 | Mileage - \$26.35 |
| McCue, Jamie | 12/5/16 & 12/6/16 | NJGSS Training for Science Teachers, New Brunswick, NJ | \$645 | Mileage - \$50.01 |
| Nosal, Peter | 12/5/16 & 12/6/16 | NJGSS Training for Science Teachers, New Brunswick, NJ | \$645 | Mileage - \$50.01 |
| Muench, Christine | 11/17/16 | FEA Co-Teaching Workshop, Monroe, NJ | \$149 | Mileage - \$34.29 |
| Neves, Michael | 09/22/16 to 9/26/16 | 2016 ASBO Conference, Phoenix, AZ | <i>(previously approved on 5/23/16)</i> | Hotel - \$1,457.80 Airfare \$565.30 <i>(updated travel costs - previously approved on 8/22/16 & 9/12/16)</i> |
| Petrella, Elise | 11/3/16 | LDT/C Consortium, Millstone, NJ | \$0 | Mileage - \$41.66 |
| Presuto, Robert | 01/17/17 | NJASA Strategic Planning Session, Trenton, NJ | \$149 | Mileage - \$40.01 |
| Schollmeyer, Ellie | 12/15/16 | School Safety & Climate Team Training, New Brunswick, NJ | \$0 | Mileage - \$26.60 |

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| Sorochynskyj, Judy | 11/15/16 | County HIB Coordinator Meeting, East Hanover, NJ | \$0 | Mileage - \$6.01 |
| Sorochynskyj, Judy | 11/17/16 | School Safety & Climate Team Training, New Brunswick, NJ | \$0 | Mileage - \$26.60 |
| Wasserman, Valerie | 11/17/16 & 11/18/16 | Annual National SLP Convention, Philadelphia, PA | \$0 | Mileage - \$56.73 |

7. Approval of Use of Facilities – Moved that the Board of Education approves the use of District Facilities to organizations, provided all required documents are submitted:

USE OF FACILITIES
September 26th, 2016

| Permit # | Requested by / Facility / Dates |
|------------|---|
| 16/17-0047 | Boonton Parks & Recreation JHS - Gym Wednesdays Jan 6 th – Feb 24 th , 2017 (6:15 PM – 8:45 PM) |
| 16/17-0048 | Boonton High School Boys Soccer – Carwash BHS Parking Lot Saturday Sept 24 th , 2016 (8:30 AM – 3:30 PM) |
| 16/17-0049 | Boonton High School Boys Soccer – Concession BHS – Concession During Home Games 10/4,10/6,10/10,10/13,10/17, 2016 <ul style="list-style-type: none">• County Tournaments and added games as needed |

BHS TEAM SPORTS HAVE PRIORITY

**ABOVE PERMITS ARE PENDING BUILDING ADMINISTRATION
FINAL APPROVAL**